

Approved For Release 2000/08/03 : CIA-RDP72-00450R000100280015-6

1968

# CIA ARCHIVES AND RECORDS CENTER MONTHLY STATISTICAL SUMMARY

JUNE 1968

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## ACCESSIONING, DISPOSITION, HOLDINGS

TOTAL FOR  
FY 1968

ACTIVITY (Items 2 through 18 in cubic feet)	REPORTING PERIOD	FISCAL YEAR TO DATE	ESTABLISH TO DATE
1. ACCESSION JOBS (Number)	79	978	
2. RECORDS ACCESSIONED	676	8,708	124,839
3. RECORDS DISPOSED OF AT CENTER	61	2,593	24,240
4. RECORDS TRANSFERRED FROM CENTER	28	1,867	33,130
5. RECORDS HOLDINGS	67,469		
6. INTELLIGENCE REPORTS RECEIVED	422	4,614	63,238
7. INTELLIGENCE REPORTS DISPOSED OF AT CENTER	61	2,078	26,911
8. INTELLIGENCE REPORTS TRANSFERRED FROM CENTER	132	1,039	14,566
9. INTELLIGENCE REPORTS HOLDINGS	21,761		
10. VITAL RECORDS RECEIVED	61	1,209	17,878
11. VITAL RECORDS DISPOSED OF AT CENTER	22	539	4,515
12. VITAL RECORDS TRANSFERRED FROM CENTER	2	1,713	4,565
13. VITAL RECORDS HOLDINGS	8,798		
14. ARCHIVES ACCESSIONED	34	1,527	7,525
15. ARCHIVES DISPOSED OF AT CENTER	3	146	278
16. ARCHIVES TRANSFERRED FROM CENTER	0	18	902
17. ARCHIVES HOLDINGS	6,345		
18. TOTAL HOLDINGS	104,373		

## REFERENCE SERVICES

SERVICE (Number)	REPORTING PERIOD	FISCAL YEAR TO DATE	ESTABLISH TO DATE
19. RECORD DOCUMENTS LOANED	4,384	62,130	775,845
20. INFORMATIONAL REQUESTS	690	7,503	44,567
21. Archival Documents	115	3,506	
22. INTELLIGENCE REPORTS	3,666	27,562	
23. VITAL RECORDS	93	3,275	
24. TOTAL	8,948	103,976	
25. NO. OF PAGES REPRODUCED	608	8,953	

## ITEMS RECEIVED

ITEMS (Number)	REPORTING PERIOD	FISCAL YEAR TO DATE	
26. INTELLIGENCE REPORTS	221,874	1,371,745	
A. INITIAL RECEIPT	221,071	1,350,053	
B. RETURNS	803	21,692	
27. Archival Documents	2,436	34,844	
28. VITAL RECORDS	1,352	21,402	
29. TOTAL	225,662	1,429,991	

## SHELVING UTILIZATION

SPACE (Cubic feet)	REPORTING PERIOD	
30. TOTAL CAPACITY	132,202	
31. UTILIZED	86,274	
32. AVAILABLE	18,099	
33. AVAILABLE	27,829	

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